



THIRD COURT OF APPEALS

JOB VACANCY NOTICE

Job Posting ID: 5068186

Closing Date: July 27, 2015

Requires Supervisory Exp.: No

Agency Job Title: Attorney III

Yearly Salary Range: \$72,600 - \$82,000

Employer Posting No: 223-15-02

Status: Open

Openings Filled: 0 of 1

Location: Austin, Texas

Workweek: Full Time-40hrs

Job Description:

The Court of Appeals, Third District of Texas, is accepting applications for the position of a staff attorney for Justice Bob Pemberton. A court attorney's primary duty is to assist the Court in the preparation of draft opinions and judgments in selected cases. In addition, a court attorney may be called upon to review and screen original proceedings and motions, prepare pre-submission memoranda in selected cases, review appellate records submitted for filing, conduct legal research to assist the Court in the disposition of appellate issues, review current developments in the law, and assist the Clerk in his administrative duties.

Job Requirements:

- Applicants must be currently licensed to practice law in Texas, preferably have at least three years of practice experience, and have a strong background in appellate and trial procedure, legal research, and writing.
- Applicants must possess and maintain a strong work ethic, exacting analytical skills, a meticulous attention to detail, and clarity and precision in their thinking and writing.
- Graduation from an accredited law school with a Bachelor of Laws or a Juris Doctor degree.

Benefits: 1. Flexible Work Schedule
2. Medical/Health Insurance Plan
3. Other Insurance Plan
4. Other Paid Leave
5. Professional Development/
Tuition Reimbursement

6. Pre-Tax Programs for
Child and Health Care
7. Retirement Plan
8. Sick Leave
9. Vacation Leave

Additional Pay Details: State-paid health insurance effective after a 60-day waiting period if not currently employed by the State.

The employment application form can be downloaded from the Governor's Job Bank at:
https://wit.twc.state.tx.us/WORKINTEXAS/wtx?pageid=GOV_JOB_BANK

To apply, send state job application, resume, references, writing sample, and law school transcript (if graduated 2008 or after) to: Jeffrey D. Kyle, Clerk, Third Court of Appeals, Box 12547, Austin, Texas 78711, or by FAX: (512) 463-1685. Applications should be submitted no later than July 27, 2015.

Personal interviews will be conducted by invitation only.

The Third Court of Appeals is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Pursuant to the Americans with Disabilities Act, requests for reasonable accommodation needed during the application process should be communicated by the applicant to the court clerk.